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DD/S 68-5874

2 DEC 1968

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Inspector General's Survey of the Office of Medical Services

REFERENCES : a. Memo dtd 26 Sept 68 for DD/S fr ExDir-Compt, same subj

b. Memo dtd 30 Aug 68 for ExDir-Compt fr DD/S, same subj

1. This memorandum is for your information. It responds to your request in reference (a).

2. Comments pertain to the recommendations as numbered in the Inspector General's Survey dated July 1968.

Recommendation No. 5

It is recommended that the Deputy Director for Support direct the Director of Medical Services:

a. To request the Director of Personnel to furnish a personnel specialist to fill the position of Personnel Officer.

b. To request the Director of Finance to furnish a finance specialist to fill the position responsible for the financial administration of the Office of Medical Services.

c. Or, to investigate the possibility of obtaining the services of a support officer, who has experience and training in both the personnel and finance fields, and of combining the responsibilities in one position.

GROUP 1
Excluded from automatic downgrading and

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Comment

The Directors of Finance and Personnel looked into this recommendation and neither feels that a functional career service specialist is desirable or necessary at this time. Changing workloads or organizational patterns may result in a different assessment in the future, and it has been agreed that we will review the situation whenever a vacancy occurs in these positions. We will also consider the "generalist" approach at that time.

Recommendation No. 6

It is recommended that the Director of Medical Services:

a. Establish a Selection Processing Division to consist of the existing Selection Support Branch and the Selection Processing Center, each of which to be designated as separate branches (Psychiatric Screening Branch and Clinical Activities Branch, respectively) within the division.

b. Designate the chief of this division to be responsible for all OMS applicant screening.

c. Eliminate from the normal review of applicant disqualifications the Chief of the Psychiatric Staff, the Chief of the Clinical Division, and the Special Assistant for Clinical Activities.

Comment

Action has been taken to implement all parts of this recommendation within the limitations of current funds and ceiling authorizations. Attachments (1) and (2) have been issued by the Director of Medical Services.

Recommendation No. 7

It is recommended that the Director of Medical Services:

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a. Establish a Medical Services Division to consist of the existing Psychiatric Staff and Clinical Division, each of which is to be designated as a separate branch within the division.

b. Eliminate the position of Special Assistant for Clinical Activities.

Comment

a. Discussions with the Office of Medical Services are continuing on the best organizational solution to these problem areas. Dr. Tietjen is not yet ready to submit a definitive proposal. As a consequence, I would appreciate your concurrence in deferring our response on this recommendation until 7 February 1969.

b. This position has changed in concept and will be redesignated as one in the administrative assistant category.

Recommendation No. 14

It is recommended that the Deputy Director for Support:

25X1C

[redacted]

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3. My memorandum to you dated 10 October 1968 confirmed that we will submit a report on 1 October 1969 concerning follow-up procedures for executive annual examinations.

ORIGINAL SIGNED R. L. BANNERMAN

R. L. Bannerman
Deputy Director
for Support

2 Atts:
Att 1: OMS Regulation, subj: Selection Processing Division
Att 2: OMS Notice, subj: Selection Processing Division

cc: D/MS

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TRANSMITTAL SLIP | DATE

TO: Director of Medical Services

ROOM NO.	BUILDING
1D4060	HQS

REMARKS:

ADDMS Emg

3 DEC 1968 Exo

File

FROM: Deputy Director for Support

ROOM NO.	BUILDING
7D18	HQS

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STAT

FORM NO. 241 REPLACES FORM 36-8 WHICH MAY BE USED. (47)
1 FEB 55

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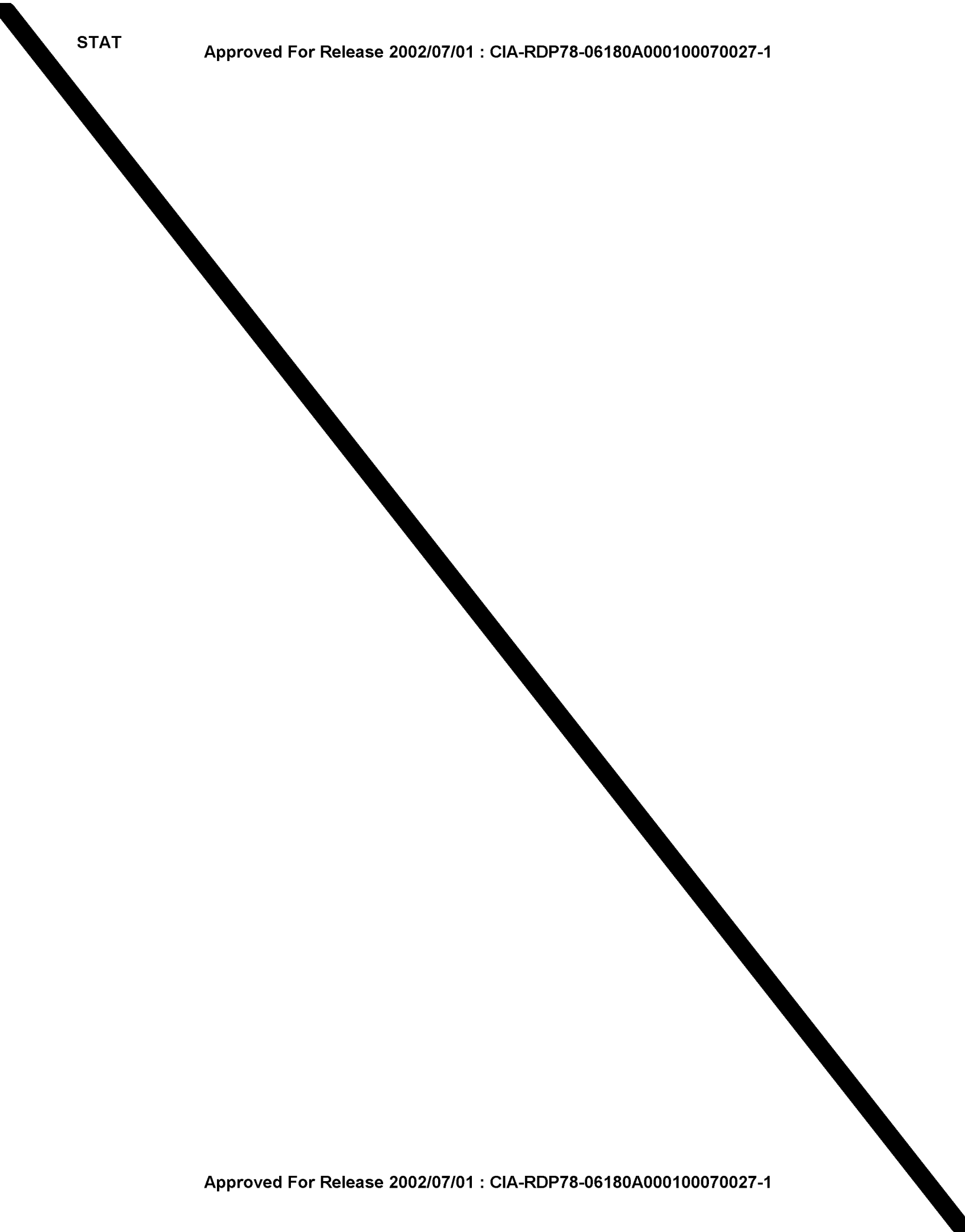

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